

**CONTRACT SECURITY CLASSIFICATION SPECIFICATION**

(The requirements of the National Industrial Security Program Operating Manual apply to all security aspects of this effort)

a. FACILITY CLEARANCE REQUIRED: **SECRET**b. LEVEL OF SAFEGUARDING REQUIRED: **SECRET****2. THIS SPECIFICATION IS FOR: (X and complete as applicable)**

a. PRIME CONTRACT NUMBER

X

b. SUBCONTRACT NUMBER

**3. THIS SPECIFICATION IS: (X and complete as applicable)**

a. ORIGINAL (Complete date in all cases)

Date (YYMMDD)

**000428**

b. REVISED (Supersedes all previous specs)

Revision No.

Date (YYMMDD)

c. SOLICITATION OR OTHER NUMBER

DUE DATE (YYMMDD)

c. FINAL (Complete item 5 in all cases)

Date (YYMMDD)

X **N61339-00-R-0014****4. IS THIS A FOLLOW-ON CONTRACT?** ☐ YES ☒ NO, If yes, complete the following

Classified material received or generated under \_\_\_\_\_ (Preceding Contract Number) is transferred to this follow-on contract

**5. IS THIS A FINAL DD FORM 254** ☐ YES ☒ NO, If yes, complete the following:

In response to the contractors request dated \_\_\_\_\_, retention of the identified classified material is authorized for a period of:

**6. CONTRACTOR** (Include Commercial and Government Entity (CAGE) Code)

a. NAME, ADDRESS, AND ZIP

**RFA**

b. CAGE CODE

**TBD**

c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

**TBD****7. SUBCONTRACTOR**

a. NAME, ADDRESS, AND ZIP

**N/A**

b. CAGE CODE

**TBD**

c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

**N/A****8. ACTUAL PERFORMANCE**

a. LOCATION

**TBD**

b. CAGE CODE

**TBD**

c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

**TBD****GENERAL PROCUREMENT OF THIS PROCUREMENT****Omnibus contract for all phases of the acquisition process to include RDT&E, Procurement and O&M.**

10. THIS CONTRACT WILL REQUIRE ACCESS TO	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		X	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTORS FACILITY OR GOVERNMENT ACTIVITY		X
b. RESTRICTED DATA		X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	X	
d. FORMERLY RESTRICTED DATA		X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	X	
e. INTELLIGENCE INFORMATION			e. PERFORM SERVICES ONLY		X
(1) Sensitive Compartmented Information (SCI)		X	f. HAVE ACCESS TO US CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X
(2) Non-SCI		X	g. BE AUTHORIZED TO USE THE SERVICES OF THE DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	X	
f. SPECIAL ACCESS INFORMATION		X	h. REQUIRE A COMSEC ACCOUNT		X
g. NATO INFORMATION		X	i. HAVE TEMPEST REQUIREMENTS		X
h. FOREIGN GOVERNMENT INFORMATION		X	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		X
i. LIMITED DISSEMINATION INFORMATION		X	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		X
j. FOR OFFICIAL USE ONLY INFORMATION	X		l. OTHER (specify)		
k. OTHER (Specify)		X	SEE BLOCK 13 REMARKS		

☐ DIRECT ☒ THROUGH (Specify)

CDR, US Army STRICOM, ATTN: AMSTI-CSP, 12350 Research Parkway, Orlando, FL 32826

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)\* for review.

\*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

**13. SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

This DD 254 is the general classification specifications for the contract. Specific classification specification guidance will be provided for each delivery order as necessary.

The provisions of DoD 5220.22-M, National Industrial Security Program Operating Manual (NISPOM), dtd Jan 95 will be used for general security guidance on this contract.

All contractor personnel requiring access to classified material shall possess a final personal security clearance equal to the level of material and must be a US Citizen.

The Prime Contractor will not release any classified information to a Non-US Citizen, Foreign Representative, or Persons holding a Reciprocal Security Clearance without written approval from the User Agency, ATTN: AMSTI-CSS.

The Prime Contractor will be responsible for determining if a subcontractor will require access to classified material and if so, will provide the appropriate Contract Security Classification Specification (DD 254). A copy of this DD 254 will be provided to the User Agency, ATTN: AMSTI-CSS and AMSTI-A.

The Prime Contractor will not require original classification authority and all classified information generated will be classified according to derivative authority based upon Security Classification Guides provided by the user agency.

**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to NISPOM requirements, are established for this contract.

(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies additional requirements. Provide a copy of the requirements to the cognizant security office. Use item 13 if additional space is required.)

☐ YES ☒ NO

**15. INSPECTIONS.** ELEMENTS OF THIS CONTRACT ARE OUTSIDE THE INSPECTION RESPONSIBILITY OF THE COGNIZANT SECURITY OFFICE. (If yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use item 13 if more space is needed.)

☐ YES ☒ NO

**16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

CHARLES W. HOEFLE

b. TITLE

Security Officer

c. TELEPHONE (Include Area Code)

407 384-3540 DSN 970

d. ADDRESS (Include Zip Code)

CDR, US Army STRICOM

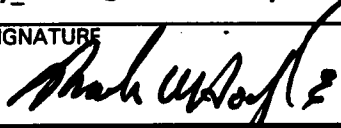
ATTN: AMSTI-CSS

12350 Research Parkway

Orlando, FL 32826-3276

jerry\_hoefle@stricom.army.mil

e. SIGNATURE



**17. REQUIRED DISTRIBUTION**

- ☒ a. CONTRACTOR
- ☐ b. SUBCONTRACTOR
- ☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☒ e. ADMINISTRATIVE CONTRACTING OFFICER
- ☒ f. OTHERS AS NECESSARY

**ITEM 13 CONTINUED**

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The Prime Contractor may require access to Controlled Unclassified Information (CUI) documents containing critical technology, marked For Official Use Only (FOUO), containing proprietary information, or containing Sensitive But Unclassified (SBU) information. Those documents marked FOUO will be protected as outlined in the "For Official Use Only" Addendum attached to this DD 254. Other CUI documents will also be handled, stored, transmitted and destroyed as indicated in this Addendum.

**"FOR OFFICIAL USE ONLY" ADDENDUM**

1. FOR OFFICIAL USE ONLY (FOUO) is not a security classification marking but is official government sensitive controlled unclassified information that must be withheld from the general public under the Freedom of Information (FOI) Act.
2. The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information:

**HANDLING:** Access to FOUO material shall be limited to those employees who need the information in the performance of the contract.

**MARKING:**

Any FOUO material released to a contractor must have the following statement on the cover or first page, contact the User Agency if it does not:

**This document contains information EXEMPT FROM  
MANDATORY DISCLOSURE under the FOIA.  
Exemptions \_\_\_\_\_ apply.**

Any document containing FOUO information will be marked "For Official Use Only" at the bottom of the cover or first page and on each page containing FOUO information and on the reverse of the back cover or last page. No portion or paragraph markings will be shown.

If the FOUO information is within a classified document, an individual page containing classified and FOUO material will be marked at top and bottom with the highest security classification of the page contents only. The FOUO marking will be placed at the bottom of those pages that contain only FOUO material and no classified information.

Mark other records or media such as computer print outs, photographs, tapes or graphics "For Official Use Only" in such manner to ensure that the receiver or viewer knows that the product contains FOUO.

**STORAGE:** During working hours, FOUO information shall be protected in such a manner to preclude other personnel in the same area who do not have a need for this information from having access to or viewing it. During non working hours, the FOUO information shall be stored in such a manner to preclude unauthorized access. If internal building security is provided the FOUO information may be stored in unlocked files or desks. If internal building security control is not provided, the material must be protected by

## **"FOR OFFICIAL USE ONLY" ADDENDUM (CONTINUED)**

locked buildings or rooms or the material may be stored in locked receptacles such as file cabinets, bookcases, or desks. There is no requirement to purchase security containers adequate for the storage of classified material to store FOUO information.

**TRANSMISSION:** FOUO information may be transmitted by regular US Postal Service mail or US commercial express mail services authorized for unclassified material. The transmission of FOUO material by regular telephone or internet electronic mail is discouraged unless absolutely necessary in the performance of the contract and is time sensitive. FOUO material will not be put on the World Wide Web that is accessible to the general public. FOUO information may be transmitted over telephone lines in digital form such as fax machines or telecopiers.

**DISPOSITION:** FOUO material will be disposed of by any method which will preclude reconstruction or disclosure to unauthorized individuals. As a minimum, FOUO information will be torn into pieces and mixed in with regular paper waste. There is no requirement to purchase destruction devices such as shredders to dispose of FOUO material; however, these devices may be used if on hand.

**UNAUTHORIZED DISCLOSURE:** The unauthorized disclosure of FOUO information does not constitute a security violation; however, the originator or User Agency will be informed if the disclosure. The unauthorized disclosure of FOUO information that is protected by the Privacy Act may result in criminal sanctions under that statute.

3. Additional guidance is available by contacting the User Agency Security Office, AMSTI-CSS.